
AGENDA

COMMUNITY SERVICES COMMISSION

WEDNESDAY, OCTOBER 18, 2017
CITY COUNCIL CHAMBERS

CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL

STAFF RECOMMENDATION

ORAL COMMUNICATIONS

Volunteer recognition awards

CONSENT CALENDAR

1. **APPROVAL OF MINUTES**

Commission meeting held on August 16, 2017 & September 20, 2017

APPROVE

2. **PROGRAM STATISTICS**

Consider participation statistics for the month of September 2017

APPROVE

3. **GENERAL FACILITY SCHEDULING**

Consider indoor and outdoor facility use requests for October 19 – November 15, 2017

APPROVE

REPORTS AND OTHER BUSINESS

4. Annual Staff Presentation, Youth Programs Supervisor Jennifer Overman

NOTE & FILE

5. Exchange for Services Presentation, Sr. Management Analyst Darren Chamow

NOTE & FILE

6. Trails Advisory Committee October 4, 2017

NOTE & FILE

ORAL COMMUNICATIONS

Report from the Community Services Director

NOTE & FILE

WRITTEN COMMUNICATIONS

Special Events List

NOTE & FILE

ADJOURNMENT

STATE OF CALIFORNIA)

COUNTY OF SAN DIEGO) ss.

CITY OF SAN MARCOS)

AFFIDAVIT OF POSTING

Agenda packets are available for public inspection 72 hours prior to scheduled meetings at City Hall: 1 Civic Center Drive, San Marcos, CA 92069. Any agenda-related writings or documents provided to a majority of the commission after distribution of the agenda packet are available for public inspection at the time of distribution in the Council Chambers. I, Vanessa Mendivil, Community Services Commission Secretary, City of San Marcos, hereby certify that I caused the posting of this agenda at the entrance of City Hall Council Chambers on Friday, October 13, 2017.

Date: October 13, 2017



Vanessa Mendivil, Commission Secretary

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MINUTES

Regular Meeting of the San Marcos Community Services Commission

Wednesday, August 16, 2017

City Council Chambers, 1 Civic Center Drive

CALL TO ORDER: Vice-Chairperson Travis Lindsay called the meeting to order at 6:02pm.

PLEDGE OF ALLEGIANCE: Led by Vice -Chairperson Travis Lindsay

ROLL CALL:

Commissioners Present

CRAIN	(7/8)	87%
LINDSAY	(7/8)	87%
SMITH	(8/8)	100%
TOWSLEY	(8/8)	100%

Commissioners Absent

FRANKLIN	(6/8)	75%
MAAS	(7/8)	87%
MOCKUS	(7/8)	87%
SENSMEIER (ALT)	(5/8)	62%

ALSO PRESENT: Community Services Director Buck Martin, Program Manager Brenda Sylvia and Commission Secretary Vanessa Mendivil.

ORAL COMMUNICATIONS

Volunteer Recognition Awards – None

CONSENT CALENDAR

APPROVAL OF CALENDAR ITEM 1 TABLED TO THE NEXT MEETING WHEN A QUARUM IS PRESENT.

**COMMISSIONER TOWSLEY MOVED TO APPROVE CONSENT CALENDAR ITEMS 2-3
SECONDED BY COMMISSIONER SMITH AND CARRIED UNANIMOUSLY.**

ABSTENTIONS: NONE

REPORTS AND OTHER BUSINESS

4. City Branding Presentation, Communications Officer Sarah Macdonald -

City Communications officer Sarah Macdonald gave a power point presentation regarding the new City Brand. She explained the process on how the brand was created, the importance of a city brand and how it communicates an expectation to its audience. New way finding signs, business cards, vehicle logos, and uniforms will reflect the new logo and tag line.

5. Annual Staff Presentation, Senior Activity Center Program Manager Brenda Sylvia -

Brenda Sylvia Program manager presented a power point regarding activities and resources offered at the Senior Activity Center including the nutrition program, classes, marketing efforts, sponsorships, support groups and workshops, and changes being made to the Trailblazer program and Senior Mobility program.

6. Annual Youth Sports Group Presentation, SM Girls Softball -

San Marcos Girls Softball President Jeremy Vargas and President Elect Tina Sybesma gave an annual update on the league which included participant and team numbers, fundraising efforts, tournaments hosted in San Marcos, and the travel program offered. Jeremy complimented Buck Martin and staff for their service and efforts.

7. Trails Advisory Committee August 2, 2017

Commissioner Smith reported on the Trails Advisory Committee meeting minutes. Discussions at the meeting included:

- Patty Morton received the Parks & Recreation Champion award by the County of San Diego.
- The Horse Heritage Festival will be held on October 15, 2017.
- Trail maintenance projects
- Recap of Fourth of July at Double Peak Park
- Preparations at Double Peak Park for the Lunar Eclipse on August 21, 2017.
- Mounted and Bike Patrol update
- Master Trail Plans update - Pro's Consulting will be at next month's meeting

8. Proposed Department Name Change to "Parks & Recreation"

Director Buck Martin reported that City Council will be presented with the proposed name change on September 12, 2017.

ORAL COMMUNICATIONS

Community Services Director Buck Martin updated commissioners on items including:

- Rangers and staff are prepared for the Solar eclipse on August 21, 2017
- Innovation park ribbon cutting is set for Sept. 20, 2017, please mark your calendars.
- Orchard Supply made a donation to the Friends of San Marcos.
- Double Peak Challenge updates
- Parks Master Plan updates
- Trails Master Plan updates
- A South Lake presentation will be given at next month's meeting
- Patty Morton was recognized by the County and by City Council for her volunteerism.

WRITTEN COMMUNICATIONS

Special Events List

Chairperson Franklin, and Commissioners Maas, Sensmeier and Mockus all emailed saying they would be absent from tonight's meeting.

COMMISSIONER COMMENTARY

Commissioner commentary included:

- Vice-Chairperson Lindsay asked about the night hike to Double Peak with regards to staffing.
- Commissioner Towsley felt pride to be part of the Community Services team and commended the staff and the team for going above and beyond what is expected. Commissioner Crain agreed. Vice-Chairperson Lindsay commented that this year's Fourth of July event was well managed, staffed and was a spectacular event.

ADJOURNMENT

VICE-CHAIRPERSON LINDSAY ADJOURNED THE AUGUST 16, 2017 SAN MARCOS COMMUNITY SERVICES COMMISSION MEETING AT 7:27 P.M.

ATTEST:

Travis Lindsay, Vice-Chairperson
Community Services Commission
City of San Marcos

Vanessa Mendivil, Commission Secretary
Community Services Commission
City of San Marcos

MINUTES

Regular Meeting of the San Marcos Community Services Commission Wednesday, September 20, 2017 City Council Chambers, 1 Civic Center Drive

CALL TO ORDER: Chairperson Jay Franklin called the meeting to order at 6:03 pm.

PLEDGE OF ALLEGIANCE: Led by Chairperson Jay Franklin

ROLL CALL:

Commissioners Present

FRANKLIN	(7/9)	78%
LINDSAY	(8/9)	89%
MAAS	(8/9)	89%
MOCKUS	(8/9)	89%
SMITH	(9/9)	100%
SENSMEIER (ALT)	(6/9)	67%
TOWSLEY	(9/9)	100%

Commissioners Absent

CRAIN	(7/9)	78%
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ALSO PRESENT: Community Services Director Buck Martin, Program Manager Holly Malan, Program Manager Brenda Sylvia, Sr. Management Analyst Darren Chamow and Commission Secretary Vanessa Mendivil.

ORAL COMMUNICATIONS

Volunteer Recognition Awards – None

CONSENT CALENDAR

COMMISSIONER TOWSLEY MOVED TO APPROVE CONSENT CALENDAR JULY 19, 2017 MINUTES WITH CHANGES NOTED SECONDED BY COMMISSIONER SMITH AND CARRIED UNANIMOUSLY. ABSTENTIONS: LINDSAY

COMMISSIONER TOWSLEY MOVED TO APPROVE CONSENT CALENDAR AUGUST 16, 2017 MINUTES SECONDED BY SMITH. MOTION NOT APPROVED DUE TO LACK OF QUORUM. ABSTENTIONS: FRANKLIN, MOCKUS, SENSMEIER, MAAS

COMMISSIONER MOCKUS MOVED TO APPROVE CONSENT CALENDAR ITEMS 2-3 WITH CHANGES NOTED. SECONDED BY COMMISSIONER TOWSLEY AND CARRIED UNANIMOUSLY. ABSTENTIONS: NONE

REPORTS AND OTHER BUSINESS

4. South Lake Presentation, Associate Civil Engineer Isaac Etchamendy -

Associate Civil Engineer Isaac Etchamendy reported on the South Lake Park project.

Items presented included current timeline of the project, a recent photo of South Lake, and changes that have been made to the project plan. Isaac reported that all planning approvals are now complete and all regulatory permits have been submitted. A biological assessment and 50% of the construction plans have been completed. He anticipates all construction plans and regulatory permits to be complete by winter 2017/18. The project is currently scheduled to start construction in spring 2018.

The Commissioners recommended city staff to investigate a way to include a restroom in the current South Lake project.

Commissioner Maas requested a map with the acceleration lane included.

5. Annual Staff Presentation, Program Manager Holly Malan -

Program manager Holly Malan gave an update on the San Marcos Community Garden and the San Marcos Rotating Art Gallery.

She spoke about the history of the garden, the different groups who use the garden for educational purposes, the number of plots being used, and the number of people on the wait list.

Holly then presented information regarding the public art display also known as the Rotating Art Gallery at the Community Center. Her report included the gallery schedule, the annual Juried Art & Photography Show statistics, the Palomar College Juried Photography Show schedule, and the application and display process of local artists' work.

Holly invited commissioners to volunteer for the San Marcos Street Fair booth. There are two, two hour shifts still open for Sunday, October 8, 2017.

6. Trails Advisory Committee Meeting September 6, 2017 -

Commissioner Maas reported discussions at the trails advisory committee meeting held on September 6, 2017. Discussions included the master trail plan workshop results, the mounted and bike patrol updates, and the solar eclipse spectators at Double Peak Park on August 21, 2017.

7. Youth Sports Council Meeting September 5, 2017-

Chairperson Jay Franklin reported discussions at the Youth Sport Council meeting about teenagers and young adults bringing illegal paraphernalia into Hollandia Park during Mission Hills High School football games. It was requested that a ranger or sheriff be present at Hollandia Park during football games. Chairperson Franklin asked city staff if the concerns have been addressed. Director Buck Martin stated that the Community Services department has been in close communication with the school principal and the sheriff's department and the issue has been addressed.

Also discussed, an issue with Friday Night Lights and NFL Flag Football teams encroaching on YSC members' allocated practice times and the city receiving complaints from YSC groups.

Chairperson Franklin asked city staff if this issue had been addressed. Director Buck Martin stated he and supervisor James Daza are working very closely with all groups involved to resolve this issue.

Chairperson Franklin also reported that developer Brookfield Residential has committed to donate \$20,000 to the Friends of San Marcos to be utilized for youth sports needs in San Marcos.

8. Proposed Name Change to “Parks & Recreation” – VOTE

Commissioners approved by consensus in favor of changing the Community Services name to Parks & Recreation.

AYES: COUNCILMEMBERS: Smith, Maas, Towsley, Franklin, Lindsay, Mockus

NOES: COUNCILMEMBERS: None

ABSENT: COUNCILMEMBERS: Crain

ABSTAINED: COUNCILMEMBERS: None

ORAL COMMUNICATIONS

Community Services Community Services Director Buck Martin updated commissioners on:

- Ribbon Cutting for Innovation Park, October 12, 2017 at 5pm.
- Double Peak Challenge -September 30, 2017.
- Parks Master Plan to be presented to City Council in October.
- Topics discussed at the San Diego Regional Director's meeting.
- Free voluntary Hepatitis A vaccinations are being offered to city employees with the support of San Diego County Health and Human Services Agency.
- Fitness Zone project is expected to be completed by summer 2018.
- Chairperson Franklin and Commissioner Sensmeier Commission terms expire December 31, 2017.
- Sports turf maintenance clinic to be held on October 18, 2017 in conjunction with CPRS.
- September 26, 2017 is Volunteer Appreciation night.
- Senior Management Analyst Darren Chamow was introduced to the Commission.

WRITTEN COMMUNICATIONS

Special Events List

COMMISSIONER COMMENTARY

Commissioner commentary included:

Commissioner Maas asked to be provided details regarding the youth orchestra issue. Director Buck Martin stated the youth orchestra, a group of children teaching children, has been using the facility for 10 years and has always had an adult supervise them during their meetings. Recently there have been changes with the youth orchestra and they no longer have an adult willing to supervise them. Due to risk and liability reasons the city requires the orchestra group to have a responsible adult sign a liability waiver and be present at each meeting.

Commissioner Smith asked if the homeless population around the library has been an issue. Director Martin said there are security guards patrolling the Civic Center property and there have not been additional issues reported.

ADJOURNMENT

CHAIRPERSON FRANKLIN ADJOURNED THE SEPTEMBER 20, 2017 SAN MARCOS COMMUNITY SERVICES COMMISSION MEETING AT 7:49 P.M.

ATTEST:

Jay Franklin, Chairperson
Community Services Commission
City of San Marcos

Vanessa Mendivil, Commission Secretary
Community Services Commission
City of San Marcos

Facility Use List
San Marcos Community Center
October 19 - November 15, 2017

Date	Day	Start - End Time	Facility	Event	Attend
Oct 19, 2017	Thursday	08:00 AM - 05:00 PM	Main Hall	Leadership North County	80
Oct 19, 2017	Thursday	08:00 AM - 10:30 AM	Dining Room	North County Food Policy Council	25
Oct 20, 2017	Friday	09:00 AM - 12:00 PM	Main Hall	MAAC Child Development	70
Oct 20, 2017	Friday	09:00 AM - 12:00 PM	Arts & Crafts	MAAC Child Development	10
Oct 20, 2017	Friday	09:00 AM - 12:00 PM	Dining Room	MAAC Child Development	20
Oct 20, 2017	Friday	05:00 PM - 09:00 PM	Main Hall	Dance Performance	250
Oct 22, 2017	Sunday	10:00 AM - 12:00 PM	All Rooms	Mission 316 Church Service	160
Oct 23, 2017	Monday	06:30 PM - 08:30 PM	Dining Room	Wellness Consulting	50
Oct 23, 2017	Monday	07:00 PM - 08:00 PM	Meeting Room	Connected Warriors Yoga	20
Oct 24, 2017	Tuesday	02:00 PM - 08:00 PM	Main Hall	Democracy In Action	200
Oct 25, 2017	Wednesday	02:00 PM - 08:00 PM	Main Hall	North County Summit	280
Oct 25, 2017	Wednesday	06:00 PM - 08:00 PM	Conference Room	Volunteer Ranger Meeting	12
Oct 26, 2017	Thursday	07:30 AM - 05:30 PM	Main Hall	Crime Free Multi Housing	100
Oct 26, 2017	Thursday	06:00 PM - 08:30 PM	Conference Room	SM Girls Softball	10
Oct 27, 2017	Friday	09:00 AM - 01:00 PM	Main Hall	Better Breathers Symposium	100
Oct 29, 2017	Sunday	10:00 AM - 12:00 PM	All Rooms	Mission 316 Church Service	160
Oct 29, 2017	Sunday	02:00 PM - 06:00 PM	Main Hall	Nyrithya Dance Academy	150
Oct 30, 2017	Monday	07:00 PM - 08:00 PM	Meeting Room	Connected Warriors Yoga	20
Oct 31, 2017	Tuesday	09:00 AM - 02:30 PM	Main Hall	COSM Potluck	150
Nov 1, 2017	Wednesday	06:30 PM - 09:00 PM	Conference Room	Trails Advisory Committee	12
Nov 3, 2017	Friday	08:30 AM - 03:30 PM	Arts & Crafts	American Red Cross CPR Class	12
Nov 3, 2017	Friday	05:00 PM - 09:30 PM	Main Hall	Dance Performance	250
Nov 3, 2017	Friday	05:00 PM - 10:00 PM	Dining Room	Dance Performance	40
Nov 4, 2017	Saturday	09:00 AM - 03:00 PM	All Rooms	Because I Care Fair	200
Nov 5, 2017	Sunday	10:00 AM - 12:00 PM	All Rooms	Mission 316 Church Service	160
Nov 6, 2017	Monday	06:00 PM - 08:30 PM	Dining Room	San Marcos Youth Baseball	20
Nov 6, 2017	Monday	07:00 PM - 08:00 PM	Meeting Room	Connected Warriors Yoga	20
Nov 7, 2017	Tuesday	08:30 AM - 11:00 AM	Main Hall	Business Workshop	50
Nov 9, 2017	Thursday	07:00 PM - 09:00 PM	Main Hall	NCSD Veterans Standdown	125
Nov 11, 2017	Saturday	05:30 PM - 08:30 PM	Main Hall	SM Youth Soccer Banquet	120
Nov 12, 2017	Sunday	10:00 AM - 12:00 PM	All Rooms	Mission 316 Church Service	160
Nov 13, 2017	Monday	06:00 PM - 08:00 PM	Conference Room	Grove Park HOA	10
Nov 13, 2017	Monday	07:00 PM - 09:00 PM	Dining Room	SM Youth Soccer	25
Nov 13, 2017	Monday	07:00 PM - 08:00 PM	Meeting Room	Connected Warriors Yoga	20
Nov 14, 2017	Tuesday	09:00 AM - 03:00 PM	Main Hall	Pioneer Players Musical	50
Nov 15, 2017	Wednesday	09:00 AM - 03:00 PM	Main Hall	Pioneer Players Musical	50
Nov 15, 2017	Wednesday	04:00 PM - 09:00 PM	Main Hall	Sherriff's Smart Start	100
Nov 15, 2017	Wednesday	06:00 PM - 08:00 PM	Dining Room	Rancho Santalina HOA	20

Facility Use List
Senior Activity Center
October 19 - November 15, 2017

Date	Day	Start - End Time	Facility	Event	Attendance
Oct 19, 2017	Thursday	06:00 PM - 08:00 PM	Craft Room	Greenwood Park HOA	10
Oct 19, 2017	Thursday	07:00 PM - 09:00 PM	Horizon Rooms 1,2,3	Palomar RC Flyers	50
Oct 22, 2017	Sunday	07:30 AM - 11:30 AM	Horizon Rooms 1,2,3	Crossing Church	100
Oct 22, 2017	Sunday	07:30 AM - 11:30 AM	Craft Room	Crossing Church	20
Oct 22, 2017	Sunday	07:30 AM - 11:30 AM	Community Room	Crossing Church	20
Oct 24, 2017	Tuesday	07:00 PM - 10:00 PM	Horizon Room 1	Music Men	30
Oct 24, 2017	Tuesday	07:00 PM - 10:00 PM	Horizon Room 2	Music Men	30
Oct 29, 2017	Sunday	07:30 AM - 11:30 AM	Community Room	Crossing Church	20
Oct 29, 2017	Sunday	07:30 AM - 11:30 AM	Craft Room	Crossing Church	20
Oct 29, 2017	Sunday	07:30 AM - 11:30 AM	Horizon Rooms 1,2,3	Crossing Church	100
Oct 31, 2017	Tuesday	07:00 PM - 10:00 PM	Horizon Room 2	Music Men	30
Oct 31, 2017	Tuesday	07:00 PM - 10:00 PM	Horizon Room 1	Music Men	30
Nov 5, 2017	Sunday	07:30 AM - 11:30 AM	Horizon Rooms 1,2,3	Crossing Church	100
Nov 5, 2017	Sunday	07:30 AM - 11:30 AM	Craft Room	Crossing Church	20
Nov 5, 2017	Sunday	07:30 AM - 11:30 AM	Community Room	Crossing Church	20
Nov 7, 2017	Tuesday	07:00 PM - 10:00 PM	Horizon Room 1	Music Men	30
Nov 7, 2017	Tuesday	07:00 PM - 10:00 PM	Horizon Room 2	Music Men	30
Nov 8, 2017	Wednesday	06:45 PM - 08:45 PM	Community Room	Vallecitos HOA	15
Nov 12, 2017	Sunday	07:30 AM - 11:30 AM	Community Room	Crossing Church	20
Nov 12, 2017	Sunday	07:30 AM - 11:30 AM	Craft Room	Crossing Church	20
Nov 12, 2017	Sunday	07:30 AM - 11:30 AM	Horizon Rooms 1,2,3	Crossing Church	100
Nov 13, 2017	Monday	06:00 PM - 08:00 PM	Community Room	SD Aces	10
Nov 13, 2017	Monday	06:00 PM - 08:00 PM	Horizon Room 1	Contemporary Women of North County	60
Nov 14, 2017	Tuesday	06:30 PM - 09:00 PM	Community Room	SM Girls Softball Meeting	20
Nov 14, 2017	Tuesday	07:00 PM - 10:00 PM	Horizon Room 1	Music Men	30
Nov 14, 2017	Tuesday	07:00 PM - 10:00 PM	Horizon Room 2	Music Men	30
Nov 15, 2017	Wednesday	06:00 PM - 07:30 PM	Craft Room	HOA Meeting	10
Nov 15, 2017	Wednesday	06:30 PM - 08:30 PM	Community Room	Vallecitos Ridge HOA	15
Nov 15, 2017	Wednesday	07:30 PM - 09:30 PM	Horizon Rooms 1,2,3	SD Church of Christ	150

Facility Use List

Williams Barn

October 19 - November 15, 2017

Date	Day	Start - End Time	Facility	Event	Attendance
Oct 20, 2017	Friday	05:00 PM - 09:00 PM	Williams Barn	Bunco 4 Boobs	140
Oct 21, 2017	Saturday	04:30 PM - 10:30 PM	Williams Barn	Huerta Wedding	170
Oct 22, 2017	Sunday	01:00 PM - 05:00 PM	Williams Barn	Palomar Square Dance	170
Oct 27, 2017	Friday	06:30 PM - 10:15 PM	Williams Barn	Whirlaways	120
Oct 28, 2017	Saturday	05:00 PM - 11:00 PM	Williams Barn	40th Wedding Anniversary	160
Oct 29, 2017	Sunday	11:00 AM - 05:00 PM	Williams Barn	Atesalp Wedding	150
Nov 3, 2017	Friday	03:00 PM - 06:00 PM	Williams Barn	Butler Did It Craft Show	170
Nov 4, 2017	Saturday	08:00 AM - 03:00 PM	Williams Barn	Butler Did It Craft Show	170
Nov 5, 2017	Sunday	02:00 PM - 08:00 PM	Williams Barn	Dominguez 1st birthday	100
Nov 10, 2017	Friday	06:30 PM - 10:15 PM	Williams Barn	Whirlaways	120
Nov 12, 2017	Sunday	03:00 PM - 09:00 PM	Williams Barn	Monreal Wedding	150
Nov 13, 2017	Monday	07:00 PM - 09:30 PM	Williams Barn	Republican 75TH Caucus	60

Facility Use List
San Elijo Rec Center & Wood House
October 19 - November 15, 2017

Date	Day	Start - End Time	Facility	Event	Attendance
October 19, 2017	Thursday	08:00 AM - 09:00 PM	Wood House & Garden	CPR Class	10
October 21, 2017	Saturday	08:00 AM - 10:00 PM	Wood House & Garden	Family Night Halloween Party	100
October 21, 2017	Saturday	06:00 PM - 10:00 PM	San Elijo Terrace Hall	60th birthday	60
October 26, 2017	Thursday	08:00 AM - 09:00 PM	Wood House & Garden	CPR Class	10
October 29, 2017	Sunday	09:15 AM - 01:00 PM	Wood House & Garden	Tea Party	30
November 2, 2017	Thursday	08:00 AM - 09:00 PM	Wood House & Garden	CPR Class	10
November 12, 2017	Sunday	10:00 AM - 04:00 PM	San Elijo Terrace Hall	Hamideh Family Gathering	60

PARK RESERVATIONS FACILITY USE LIST
OCTOBER 19 - November 15

Date	Day	Start - End Time	Facility	Event	Event Type	Permit#	Attendance
Oct 19, 2017	Thu.	09:00 AM - 11:00 AM	San Elijo Park Open Area	Stroller Strides	Commercial Park Use	3065	10
Oct 20, 2017	Fri.	08:30 AM - 10:30 AM	Hollandia Park Open Area	Stroller Strides	Commercial Park Use	3065	10
Oct 20, 2017	Fri.	09:00 AM - 11:00 AM	San Elijo Park Open Area	Stroller Strides	Commercial Park Use	3065	10
Oct 20, 2017	Fri.	12:00 PM - 07:00 PM	Walnut Grove Park Horse Arena	Vallecitos Spurs	Commercial Park Use	3630	80
Oct 20, 2017	Fri.	03:00 PM - 05:00 PM	San Elijo Gazebo	Birfdy	Park Shelter with jump house	3922	20
Oct 21, 2017	Sat.	07:00 AM - 07:00 PM	Walnut Grove Park Horse Arena	Vallecitos Spurs	Commercial Park Use	3630	80
Oct 21, 2017	Sat.	11:00 AM - 04:05 PM	San Elijo Gazebo	Having birthday party for my son	Park Shelter with jump house	3828	35
Oct 21, 2017	Sat.	12:00 PM - 03:00 PM	Double Peak Amphitheater	Wedding	Park Shelter w/o jump house	3873	50
Oct 21, 2017	Sat.	12:00 PM - 04:00 PM	Discovery Lakeview Park Gazebo	Birthday Party	Park Shelter w/o jump house	3953	60
Oct 21, 2017	Sat.	01:00 PM - 05:00 PM	Sunset Park East Shelter	Birthday	Park Shelter w/o jump house	3856	49
Oct 21, 2017	Sat.	02:00 PM - 05:00 PM	Sunset Park West Shelter 1 & 2	Birthday Party	Park Shelter w/o jump house	3941	50
Oct 21, 2017	Sat.	03:00 PM - 05:00 PM	Woodland Park Open Area	Free Hula in the Park #2652	Commercial Park Use	2652	20

PARK RESERVATIONS FACILITY USE LIST

OCTOBER 19 - November 15

Date	Day	Start - End Time	Facility	Event	Event Type	Permit#	Attendance
Oct 21, 2017	Sat.	04:00 PM - 06:00 PM	Connors Park Shelter	Birthday	Park Shelter w/o jump house	3932	50
Oct 22, 2017	Sun.	07:00 AM - 07:00 PM	Walnut Grove Park Horse Arena	Vallecitos Spurs	Commercial Park Use	3630	80
Oct 22, 2017	Sun.	08:00 AM - 04:00 PM	Walnut Grove Park Large West Shelter	Stone brewery company picnic	Park Shelter with jump house	3429	200
Oct 22, 2017	Sun.	10:30 AM - 04:30 PM	San Elijo Gazebo	Henke Birthday Party	Park Shelter w/o jump house	3809	50
Oct 22, 2017	Sun.	12:00 PM - 03:00 PM	Woodland Park West	brixey birthday	Park Shelter with jump house	3839	50
Oct 23, 2017	Mon.	08:30 AM - 10:30 AM	Hollandia Park Open Area	Stroller Strides	Commercial Park Use	3065	10
Oct 23, 2017	Mon.	09:00 AM - 11:00 AM	San Elijo Park Open Area	Stroller Strides	Commercial Park Use	3065	10
Oct 24, 2017	Tue.	09:00 AM - 11:00 AM	San Elijo Park Open Area	Stroller Strides	Commercial Park Use	3065	10
Oct 25, 2017	Wed.	08:30 AM - 10:30 AM	Hollandia Park Open Area	Stroller Strides	Commercial Park Use	3065	10
Oct 25, 2017	Wed.	09:00 AM - 11:00 AM	San Elijo Park Open Area	Stroller Strides	Commercial Park Use	3065	10
Oct 26, 2017	Thu.	09:00 AM - 11:00 AM	San Elijo Park Open Area	Stroller Strides	Commercial Park Use	3065	10
Oct 27, 2017	Fri.	08:30 AM - 10:30 AM	Hollandia Park Open Area	Stroller Strides	Commercial Park Use	3065	10

PARK RESERVATIONS FACILITY USE LIST
OCTOBER 19 - November 15

Date	Day	Start - End Time	Facility	Event	Event Type	Permit#	Attendance
Oct 27, 2017	Fri.	09:00 AM - 11:00 AM	San Elijo Park Open Area	Stroller Strides	Commercial Park Use	3065	10
Oct 28, 2017	Sat.	11:00 AM - 01:00 PM	Parking Lot	Compassion Ministry #2569	Commercial Park Use	2569	60
Oct 28, 2017	Sat.	12:00 PM - 05:00 PM	Woodland Park West	Birthday Party	Park Shelter with jump house	3835	40
Oct 28, 2017	Sat.	02:00 PM - 05:00 PM	Sunset Park West Shelter 1 & 2	Birthday	Park Shelter w/o jump house	3894	50
Oct 28, 2017	Sat.	03:00 PM - 06:00 PM	San Elijo Gazebo	birthday party	Park Shelter with jump house	3947	30
Oct 28, 2017	Sat.	03:00 PM - 06:00 PM	Sunset Park East Shelter	Birthday Party	Park Shelter w/o jump house	3957	45
Oct 29, 2017	Sun.	09:15 AM - 12:45 PM	San Elijo Area #2	birthday	Park Shelter with jump house	3952	50
Oct 29, 2017	Sun.	12:30 PM - 03:30 PM	San Elijo Gazebo	Birthday	Park Shelter with jump house	3919	50
Oct 30, 2017	Mon.	08:30 AM - 10:30 AM	Hollandia Park Open Area	Stroller Strides	Commercial Park Use	3065	10
Oct 30, 2017	Mon.	09:00 AM - 11:00 AM	San Elijo Park Open Area	Stroller Strides	Commercial Park Use	3065	10
Oct 31, 2017	Tue.	09:00 AM - 11:00 AM	San Elijo Park Open Area	Stroller Strides	Commercial Park Use	3065	10
Nov 1, 2017	Wed.	08:30 AM - 10:30 AM	Hollandia Park Open Area	Stroller Strides	Commercial Park Use	3065	10

PARK RESERVATIONS FACILITY USE LIST
OCTOBER 19 - November 15

Date	Day	Start - End Time	Facility	Event	Event Type	Permit#	Attendance
Nov 1, 2017	Wed.	09:00 AM - 11:00 AM	San Elijo Park Open Area	Stroller Strides	Commercial Park Use	3065	10
Nov 2, 2017	Thu.	09:00 AM - 11:00 AM	San Elijo Park Open Area	Stroller Strides	Commercial Park Use	3065	10
Nov 3, 2017	Fri.	08:30 AM - 10:30 AM	Hollandia Park Open Area	Stroller Strides	Commercial Park Use	3065	10
Nov 3, 2017	Fri.	09:00 AM - 11:00 AM	San Elijo Park Open Area	Stroller Strides	Commercial Park Use	3065	10
Nov 4, 2017	Sat.	10:00 AM - 01:00 PM	Double Peak Amphitheater	wedding	Park Shelter w/o jump house	3755	50
Nov 4, 2017	Sat.	10:00 AM - 01:00 PM	Double Peak Gazebo	Wedding	Park Shelter w/o jump house	3767	50
Nov 4, 2017	Sat.	12:00 PM - 05:00 PM	Woodland Park West	BIRTHDAY PARTY	Park Shelter with jump house	3951	50
Nov 4, 2017	Sat.	12:30 PM - 03:30 PM	Woodland Park Pepper	1st Birthday party	Park Shelter with jump house	3817	35
Nov 4, 2017	Sat.	01:30 PM - 04:00 PM	Sunset Park East Shelter	Birthday	Park Shelter w/o jump house	3864	50
Nov 4, 2017	Sat.	02:00 PM - 04:00 PM	Double Peak Amphitheater	Girl Scout	Park Shelter w/o jump house	3751	100
Nov 5, 2017	Sun.	09:30 AM - 01:00 PM	San Elijo Gazebo	Birthday Party	Park Shelter w/o jump house	3847	40
Nov 5, 2017	Sun.	12:00 PM - 04:00 PM	Sunset Park West Shelter 1 & 2	Birthday	Park Shelter w/o jump house	3886	30

PARK RESERVATIONS FACILITY USE LIST
OCTOBER 19 - November 15

Date	Day	Start - End Time	Facility	Event	Event Type	Permit#	Attendance
Nov 5, 2017	Sun.	01:30 PM - 04:30 PM	San Elijo Gazebo	Birthday Party	Park Shelter with jump house	3917	30
Nov 6, 2017	Mon.	08:30 AM - 10:30 AM	Hollandia Park Open Area	Stroller Strides	Commercial Park Use	3065	10
Nov 6, 2017	Mon.	09:00 AM - 11:00 AM	San Elijo Park Open Area	Stroller Strides	Commercial Park Use	3065	10
Nov 7, 2017	Tue.	09:00 AM - 11:00 AM	San Elijo Park Open Area	Stroller Strides	Commercial Park Use	3065	10
Nov 8, 2017	Wed.	08:30 AM - 10:30 AM	Hollandia Park Open Area	Stroller Strides	Commercial Park Use	3065	10
Nov 8, 2017	Wed.	09:00 AM - 11:00 AM	San Elijo Park Open Area	Stroller Strides	Commercial Park Use	3065	10
Nov 9, 2017	Thu.	09:00 AM - 11:00 AM	San Elijo Park Open Area	Stroller Strides	Commercial Park Use	3065	10
Nov 10, 2017	Fri.	08:30 AM - 10:30 AM	Hollandia Park Open Area	Stroller Strides	Commercial Park Use	3065	10
Nov 10, 2017	Fri.	09:00 AM - 11:00 AM	San Elijo Park Open Area	Stroller Strides	Commercial Park Use	3065	10
Nov 11, 2017	Sat.	11:00 AM - 04:00 PM	San Elijo Gazebo	Birthday	Park Shelter with jump house	3870	50
Nov 11, 2017	Sat.	12:00 PM - 05:00 PM	Connors Park Shelter	Birthday	Park Shelter w/o jump house	3943	50
Nov 12, 2017	Sun.	07:00 AM - 07:00 PM	Walnut Grove Park Horse Arena	Vallecitos Spurs	Commercial Park Use	2357	150

PARK RESERVATIONS FACILITY USE LIST

OCTOBER 19 - November 15

Date	Day	Start - End Time	Facility	Event	Event Type	Permit#	Attendance
Nov 12, 2017	Sun.	12:00 PM - 04:00 PM	San Elijo Gazebo	Baby Shower	Park Shelter w/o jump house	3857	30
Nov 13, 2017	Mon.	08:30 AM - 10:30 AM	Hollandia Park Open Area	Stroller Strides	Commercial Park Use	3065	10
Nov 13, 2017	Mon.	09:00 AM - 11:00 AM	San Elijo Park Open Area	Stroller Strides	Commercial Park Use	3065	10
Nov 14, 2017	Tue.	09:00 AM - 11:00 AM	San Elijo Park Open Area	Stroller Strides	Commercial Park Use	3065	10
Nov 15, 2017	Wed.	08:30 AM - 10:30 AM	Hollandia Park Open Area	Stroller Strides	Commercial Park Use	3065	10
Nov 15, 2017	Wed.	09:00 AM - 11:00 AM	San Elijo Park Open Area	Stroller Strides	Commercial Park Use	3065	10



Youth Programs

Jennifer Overman | October 18, 2017

SAN MARCOS 
DISCOVER LIFE'S POSSIBILITIES



Raggedy Ann & Andy Preschoolers Program

Overview

SAN MARCOS
DISCOVER LIFE'S POSSIBILITIES

Preschool Program Summary

- Raggedy Ann & Andy Preschoolers Program (RAA)
- Early childhood education for preschool children (3 to 5 years)
- Serving children of San Marcos for over 35 years
- Introduces children to the classroom setting
- Kindergarten preparation.
- Socialization

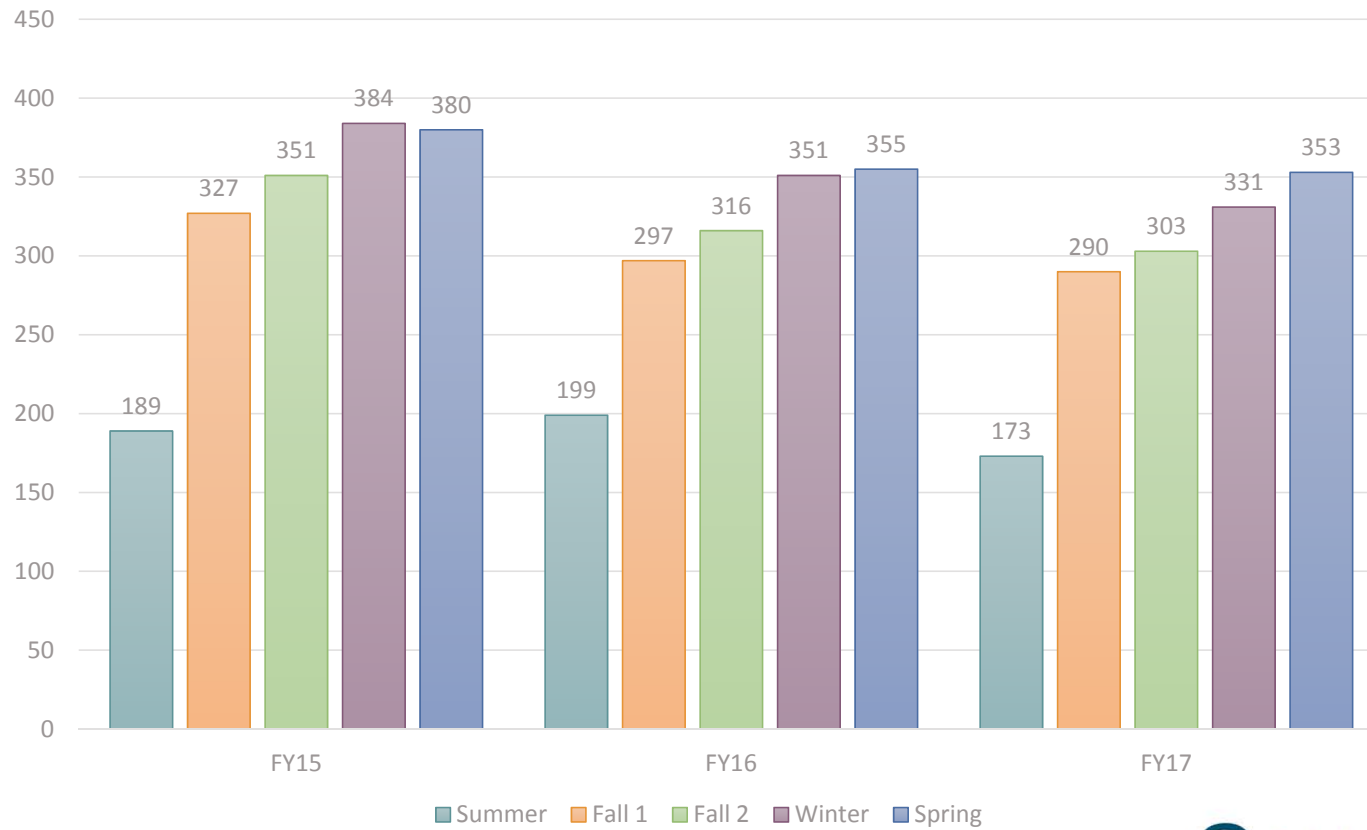
Preschool Program Highlights

- Classrooms located at 3 facilities throughout San Marcos
- Teacher/Student ratio of 1/12
- Morning and afternoon sessions
- (5) Annual sessions
- License-exempt program
- Online and in-person registration

Variety of activities and concepts

- Arts & crafts, games, music & movement
- Stories and outdoor play
- Pre-math and reading
- Social skills

Preschool Program Annual Attendance



Preschool Program Outlook

- Challenges

- Competition with increased transitional kindergarten programs
- High demand for specific sessions/locations
- Limited capacity at current locations

- Successes

- Fully implemented Mommy & Me classes (1.5 to 3 years old)
- Continued praise from parents via annual evaluations
- Successful annual fundraisers
 - Scholastic Books
 - Breakfast with the Littlest Pumpkin pancake breakfast



Adventure Day Camp

Overview

SAN MARCOS
DISCOVER LIFE'S POSSIBILITIES

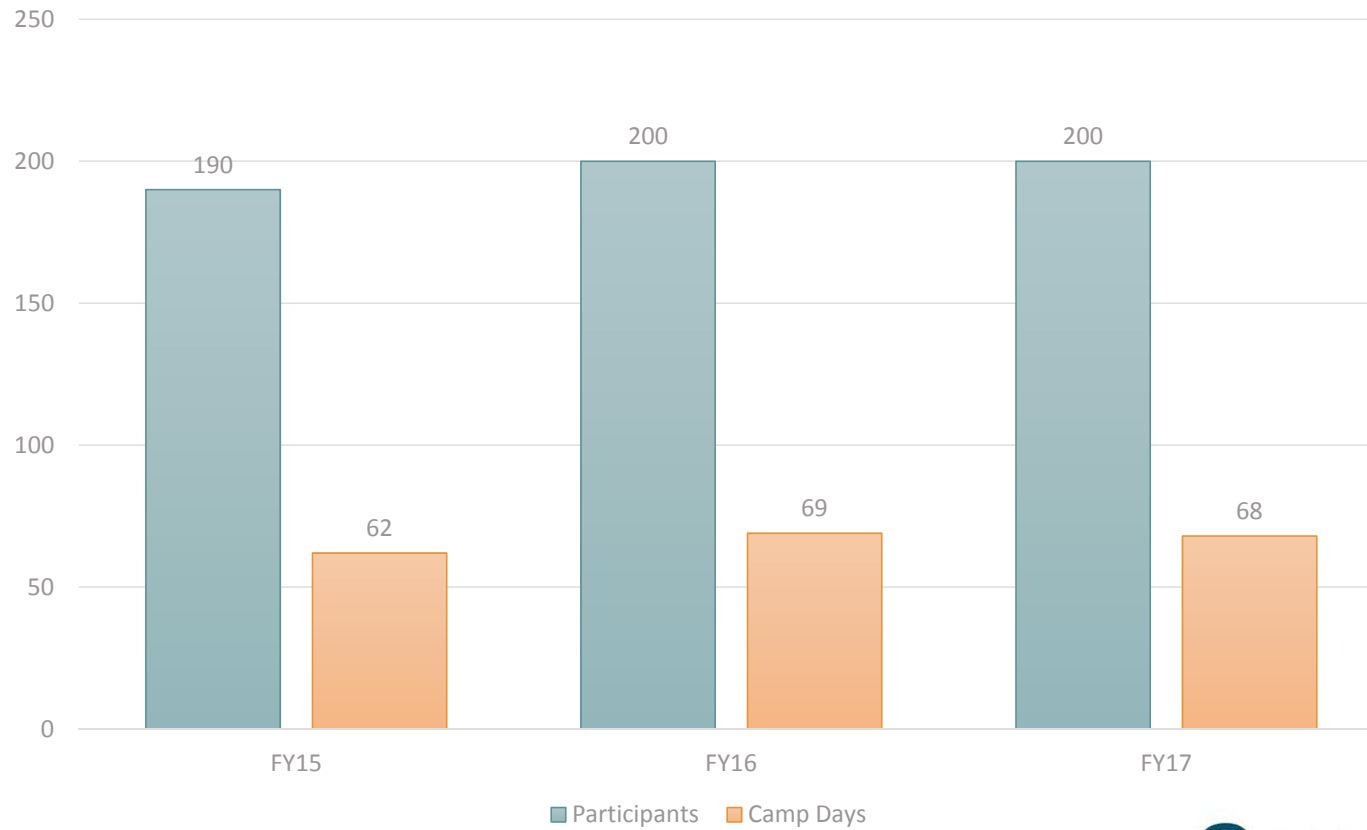
Camp Program Summary

- Adventure Day Camp Program (Camp)
- Full-day Camp for school-aged children during school breaks
- Serving children of San Marcos for over twenty-five years
- Learning through hands-on activities
- Fun and safe environment
- Creative projects, games, field trips and special events

Camp Program Highlights

- Camp located at 4 facilities throughout San Marcos
- Teacher/Student ratio of 1/15
- Full-day sessions only
- Offered during school breaks
- Online and in-person registration
- Variety of activities and concepts
 - Field trips or guest speakers every week
 - One day per week at Woodland Pool
- Leader-in-training program
 - Junior recreation leaders (ages 13 to 15)

Camp Program Annual Attendance



Other Programs

- Fun Friday Nites!
 - One Friday per month (6-10 PM)
 - Community Center & San Elijo locations
 - Arts, crafts, games, movies and pizza dinner
- Family Night
 - One Wednesday/month (6-7 PM)
 - Arts, crafts & cooking
 - Halloween & Thanksgiving events
- Fantasy Tea Party
 - Private tea party (Saturdays & Sundays)
 - Held at Wood House
 - Painting tea cups, baking scones and playing games
- San Marcos Family Campout
 - Annual mid-summer event at Walnut Grove Park
 - Over 40 families (~260 campers) each year
 - Outdoor movie, s'mores, games, flashlight hike

Youth Programs Summary

- FY17 Revenues
 - RAA Preschool Program - \$531K
 - Adventure Day Camp - \$96K
 - Moved to accrual system in FY17
 - FY17 Expenses
 - RAA Preschool Program - \$189K
 - Adventure Day Camp - \$175K
-
- RAA - Includes Tea Parties & Family Night
 - Adventure Day Camp - Includes Fun Friday Nights & Family Camp Out

Parks & Recreation Exchange for Services

Classifications & Criteria

These are criteria/guiding principles by which we categorize and evaluate requests for exchange of services. The list below is not considered all-encompassing and any policies, procedures and fees associated with individual agreements must be adhered to. All determinations are at the discretion of the City.

Youth Sports League

- League must adhere to member minimums and age requirements established by the City
- League must adhere to minimum residency requirements established by the City
- League must be in good membership standing with the Youth Sports Council (see policy & procedures manual for requirements)
- League must be approved by the Youth Sports Council

Indoor/Outdoor Facility Rental

- Rental activities are not determined to be a conflict of interest with city offerings/services
- The rental allows for equitable public use of city facilities
- Commercial use must be flexible with space/days/times and will be at the discretion of the City

Contract Instructor

- Instructor must have a pre-determined business curriculum, plan and/or model
- Instructor offers a specialized activity or service of community interest (as determined by the City)
- Instructor has expertise and/or experience in the activity or service being provided
- Instructor is looking to share business responsibilities and logistics with the City

Collaborative Partner

- Programs and services must provide reasonable public access, benefit, use, and enrichment for the community
- Programs and services specifically designed for special and underserved populations as determined by the City
- Programs and service must demonstrate efficient use of resources through innovative methods
- Programs and services which satisfy an identified deficiency in the community as determined by the City

Exchange for Services – SENIOR ACTIVITY CENTER

Classifications & Criteria

These are criteria/guiding principles by which we categorize and evaluate requests for exchange of services at the Senior Activity Center. The list below is not considered all-encompassing and any policies, procedures and fees associated with individual agreements must be adhered to. All determinations are at the discretion of the City.

Indoor Facility Rental

- Rental activities are not determined to be a conflict of interest with city offerings/services.
- The rental allows for equitable public use of city facilities.
- Commercial use must be flexible with space/days/times and will be at the discretion of the City.

Volunteer-Led Activity (excludes fitness/exercise)

- Activity Leader is willing to volunteer his/her time and services.
- Activity Leaders have evidential knowledge and experience in the activity (no formalized training, instruction or certifications required).
- Activities are practice focused and for participants with a knowledge base of the activity.
- Leaders determine the topic/focus/theme for each activity meeting.
- Activities are ongoing, drop-in based (with roster signature) and do not require registration.
- Activities cost a minimum of \$1 fee (for materials/supplies) each time to drop-in and participate. Participants unable to pay the fee can still participate.

Contract Instructor

- Instructor must have a pre-determined business curriculum, plan and/or model.
- Instructor offers a specialized activity or service of community interest (as determined by the City).
- Instructor has expertise and/or experience in the activity or service being provided.
- Instructor is looking to share business responsibilities and logistics with the City.
- Classes require advanced registration through the City.
- Class fees vary and require payment to participate.
- Fitness/exercise should default to this classification.

Collaborative Partner

- Programs and services must provide reasonable public access, benefit, use, and enrichment for the community
- Programs and services specifically designed for special and underserved populations as determined by the City
- Programs and service must demonstrate efficient use of resources through innovative methods
- Programs and services which satisfy an identified deficiency in the community as determined by the City.

MINUTES

Regular Meeting of the Trails Advisory Committee
Wednesday October 4, 2017 6:30 PM
3 Civic Center Drive San Marcos, CA 92069

CALL TO ORDER: Chairman Jim Elliot called the meeting to order at 6:35PM

ROLL CALL:

Committee Members Present

Chair Jim Elliot
Vice Chair Patty Morton
Steve Laslovich
William Moog
Michael Quijada

ALSO PRESENT: Parks & Recreation Commissioner Jay Franklin, Recreation Manager Brenda Sylvia, Staff Advisor Ron Vinluan

APPROVAL OF MINUTES

September 6, 2017 meeting minutes approved

BUSINESS

1. Master Trail Plan - TAC review of info from public workshops. The draft was approved by the TAC. One section of trail will be looked at closer for connectivity: the Creekside Development area (Las Posas Trail going north/south).
2. City hike - Jim Elliott and Bill Moog will be assisting during the city hike. Meeting location is the Ridgeline Trailhead at 9am Saturday, October 7, 2017
3. Double Peak bike curriculum - DP Middle School would like to have assistance with their bike program. Committee member Mike Quijada (and staff Ranger Kerry Waldman) will look into a bike plan for the school.

UPDATES

4. Mounted and bike patrol - Patty Morton will have the "Mounted Patrol" screening process draft info submitted to staff advisor Ron Vinluan by the end of October, 2017.
5. Horse Heritage Festival- Sunday, October 15, 2017 9am -3pm

TAC MEMBER COMMENTARY

Next meeting is scheduled for Wednesday November 1, 2017 at 6:30pm

ADJOURNMENT

Chairman Jim Elliot adjourned the October 4, 2017 San Marcos Trails Advisory Committee meeting at 7:25 PM.

ATTEST:

RON VINLUAN, STAFF ADVISOR
CITY OF SAN MARCOS
TRAILS ADVISORY COMMITTEE

**CITY OF SAN MARCOS
SPECIAL EVENT PERMITS**

SPECIAL EVENT PERMITS APPROVED AND ISSUED:

EVENT_DATE	PERMIT #	LOCATION	SITE_ADDR	DESCRIPTION	APPLICANT_NAME	STATUS	ESTIMATED ATTENDANCE	ROAD CLOSURE
10/14/2017	SE17-00093	parking lot of Hooters of San	775 CENTER DR	Car Show Oct 14	Hooters of San Marcos	ISSUED	200	
10/15/2017	SE17-00071	San Elijo Park lower softball field	SAN ELIJO PARK	Oktoberfest (alcohol will be served) Oct 15	San Elijo Hills Community Association	ISSUED	2,700	
10/15/2017	SE17-00094	Walnut Grove Equestrian Park	WALNUT GROVE PARK	Horse Heritage Festival Ride & Stride Sun Oct 15	Twin Oaks Valley Equestrian Association	ISSUED	1,500	
10/20/2017-10/22/2017	SE17-00085	Horse Park Arena @ Walnut Grove Park	WALNUT GROVE PARK	Overnight camping Oct 20, 21, 22	V-Spurs Gymkhana Club	ISSUED	50	
10/20/2017-10/21/2017	SE17-00101	Richland Elementary	910 BORDEN RD	Haunted House Oct 20; Halloween Carnival Oct 21	Friends of Richland Club	APPLIED	1,000	
10/21/2017	SE17-00055	San Elijo area	0 SAN ELIJO RD	Charity Bike Ride Oct 21	National MS Society	ISSUED	700	
10/21/2017	SE17-00088	Mulberry Park	MULBERRY PARK	Church Outreach Picnic Oct 21	Gateway Community Church	ISSUED	100	
10/22/2017	SE17-00069	Walnut Grove Park South	WALNUT GROVE PARK	Company Picnic (alcohol will be served) Oct 22	Stone Brewing	ISSUED	650	
10/22/2017	SE17-00076	El Norte Pkwy, Woodland Pkwy, Barham Dr, Twin Oaks Valley Rd, San Elijo Rd, Rancho Santa Fe Rd		GranFondo fun bike ride Oct 22	Giro di San Diego	ISSUED	500	
10/29/2017	SE17-00087	680 Rancheros Drive	680 RANCHEROS DR #100	BBQ & Blues Fundraiser (alcohol will be served) Oct 29	The San Diego/North County Food Bank	ISSUED	200	
11/03/2017	SE17-00065	Hike to Double Peak Park	DOUBLE PEAK REGIONAL	CSUSM Moon Lit Hike Nov 3	CSUSM Outdoor Adventures	ISSUED	20	
11/11/2017	SE17-00077	Helen Bougher Park	HELEN BOUGHER	Veteran's Day Celebration Sat Nov 11	CITY OF SAN MARCOS	ISSUED	300	

**CITY OF SAN MARCOS
SPECIAL EVENT PERMITS**

PERMIT APPLICATIONS BEING REVIEWED:

EVENT_DATE	PERMIT #	LOCATION	SITE_ADDR	DESCRIPTION	APPLICANT_NAME	STATUS	ESTIMATED ATTENDANCE	ROAD CLOSURE
10/29/2017	SE17-00102	parking lot 292 E. Barham	292 BARHAM DR	Fall Festival Oct 29	Summit Church	APPLIED	300	
10/31/2017	SE17-00099	parking lot 456 E. Mission Rd	456 E MISSION RD #130	Harvest Festival Oct 31	Calvary Chapel Mission Hills in San Marcos	APPLIED	100	
11/19/2017	SE17-00095	San Elijo lower softball field	SAN ELIJO PARK	Must Dash for a Cure Walk-a-thon Nov 19	Must Dash for a Cure (JDRF)/San Elijo Hills Foundation	APPLIED	300	
12/02/2017	SE17-00097	Civic Center Courtyard	1 CIVIC CENTER DR	City's Holiday Village & Tree Lighting Dec 2	CITY OF SAN MARCOS	APPLIED	3,000	Civic Center Dr
12/03/2017	SE17-00096	Comet Circle to 100 San Marcos Blvd	900-1121 W MISSION RD	Holiday Parade Dec 3	Kiwanis Club of San Marcos	APPLIED	2,000	Mission Rd & Comet Circle to San Marcos Blvd & Rancheros Dr
12/14/2017	SE17-00098	Rancheros/SM Blvd corner parking lot	100-199 RANCHEROS DR	Blood Drive parking lot behind LA Fitness Dec 14	CITY OF SAN MARCOS	APPLIED	50	